



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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November 25, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
DEL AIRE PARK COMMUNITY BUILDING EXPANSION AND
GENERAL IMPROVEMENTS - AWARD AGREEMENT
SPECS. 6974; CAPITAL PROJECT NOS. 77516 AND 86421
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

This action will allow the Department of Public Works (Public Works) to execute an agreement to provide plans and specifications to expand and refurbish the existing community building and other general park improvements for the Del Aire Park.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the \$4,054,400 total budget for the Del Aire Park Community Building Expansion and General Improvements project.
2. Award and authorize the Director of Public Works to execute an agreement with J.C. Chang & Associates, Inc., to provide design and consultant services for the Del Aire Park Community Building Expansion and General Improvements project for a \$330,000 not-to-exceed fee to be funded by Capital Project (C.P.) Nos. 77516 and 86421 and to establish the effective date following Board approval.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

"To Enrich Lives Through Effective And Caring Service"

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PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Del Aire Park is approximately seven acres located at 12601 South Isis Avenue, Hawthorne, California. The improvements include the addition of approximately 1,300 square feet and refurbishment of the existing community center, including the meeting room, computer room, lobby, office, craft room, kitchen, storage areas, and replacement of the roof. Additionally, new ventilation, air conditioning, and heating systems will be installed and the existing restrooms will be remodeled to comply with Americans with Disabilities Act (ADA) requirements and replace existing aging systems. The refurbishment of the gymnasium will include new roofing, ventilation, air conditioning, and heating systems, and the remodel of existing restrooms will comply with ADA and replace existing aging systems. Other general improvements and renovations include regrading the baseball field, installing new bleachers, irrigation systems, adequate security lighting, and renovating walkways to comply with ADA.

Following completion of the construction documents and specifications, we plan to use Job Order Contracts (JOC) approved by your Board for the general improvements renovation construction, and we will return to your Board to adopt and advertise for bids for the Del Aire Park Community Building Expansion.

Sustainable Design Program

The project supports your Board's Sustainable Design Program by using water efficient plumbing fixtures and energy efficient light fixtures with light sensor controls. There will be savings due to a reduction in electricity and water consumption as a result of the sustainable elements included in the design, as well as through the replacement of the existing air conditioning, heating, and irrigation system with more efficient systems.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. These actions are also consistent with Community Services (Goal 6) by improving the quality of life for the residents in the community.

FISCAL IMPACT/FINANCING

The recommended agreement is for a \$330,000 not-to-exceed fee. Sufficient funds are available in the 2008-09 Capital Projects Budget, C.P. Nos. 77516 and 86421 for award of the recommended agreement.

The total estimated cost of the project, including construction, equipment, consultant services, Civic Art allocations, and County services, is \$4,054,468. The project is budgeted under two separate capital project numbers, one is funded by net County cost (\$362,868), Safe Neighborhood Parks Proposition of 1992 and 1996 (\$189,600), Vehicle License Fee Gap Loan (\$1,502,000) under C.P. 86421; and another one is funded by Proposition 62 allocated to unincorporated services areas net County cost (\$2,000,000) under C.P. 77516. The Project Schedule and Budget Summary are included in the attachment.

Operating Budget Impact

The Department of Parks and Recreation (Department) anticipates one-time start-up and ongoing operating costs for recreation and maintenance, and will work with us to determine the appropriate level of funding when the project nears completion. A request for one-time and ongoing costs will be submitted in the Department's Fiscal Year 2010-11 New Facilities request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this agreement, J.C. Chang & Associates, Inc., is willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art policy adopted on December 7, 2004.

J.C. Chang & Associates, Inc., is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

On June 16, 2008, your Board found the project categorically exempt from the California Environmental Quality Act (CEQA) according to State CEQA Guidelines Section 15302, Replacement or Reconstruction, Class 2 (c), and the County of Los Angeles Environmental Procedures and Guidelines, Appendix G, Class 2 (e), adopted by your Board on November 17, 1987, because the project provides for minor alterations of existing facilities, installation of new accessory structures, minor grading, and landscaping. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

On February 21, 2008, the Architectural Evaluation Board (AEB) recommended 11 firms to be considered for performing the professional services for this project. On April 2, 2008, technical proposals for services were requested from these firms. Four firms submitted proposals for evaluation. The proposals were evaluated by a panel of members from the Chief Executive Office, Public Works, and Parks and Recreation based on technical expertise, proposed work plan, experience, personal qualifications, and understanding of work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, J.C. Chang & Associates, Inc., was found to be the firm best qualified to perform these services.

On February 3, 1998, your Board requested that contract opportunities be listed on the Office of Small Business website. However, this contract opportunity was not listed on the website because the AEB evaluation process was used. This process was established by your Board to ensure that the firms are selected on an equitable and impartial basis to provide design and consultant services. Public Works uses the Doing Business with Us website to offer general consultant opportunities, and the AEB supplements its business listing of architectural firms from website information.

J.C. Chang & Associates, Inc., has agreed to provide the services for a \$330,000 not-to-exceed fee. The Community Building Expansion construction administration portion of the fee will be billed during the construction phase and only after your Board's authorization to proceed with construction. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

Public Works has determined that J.C. Chang & Associates, Inc., fully complies with the requirements of County Code Chapter 2.201 (Living Wage Program) and has agreed to pay its full-time employees who provide County services a living wage.

The Honorable Board of Supervisors
November 25, 2008
Page 5

J.C. Chang & Associates, Inc., Community Business Enterprises participation data (10 percent) and three-year contracting history with the County are on file with Public Works.

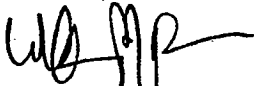
IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted copy of this letter to Chief Executive Office, Capital Projects Division, one to the Department of Parks and Recreation, and one to the Department of Public Works, Project Management Division II.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:DDE:DL
JSE:DJT:CY:zu

Attachments

c: Auditor Controller
County Counsel
Department of Parks and Recreation
Department of Public Works

November 25, 2008

ATTACHMENT

**DEPARTMENT OF PUBLIC WORKS:
DEL AIRE PARK COMMUNITY BUILDING EXPANSION AND
GENERAL IMPROVEMENTS - AWARD AGREEMENT
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(SECOND DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Program	07/15/08
Design	
Contract Execution	10/21/08
Construction Documents	05/21/09
Jurisdictional Approvals	09/01/09
Construction Bid and Award	12/29/09
Construction	
Substantial Completion	10/14/10
Construction Completion	11/15/10
Acceptance	03/31/11

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget CP 77516 Community building	Project Budget CP 86421 General Improvements	Total Project Budget
Fixed Assets -Land	N/A	N/A	N/A
Buildings & Improvements			
Low Bid Construction Contract	\$1,383,000	\$ 0	\$ 1,383,000
JOC Contract	\$ 0	\$1,344,000	\$ 1,344,000
Change Orders	\$ 138,000	\$ 134,000	\$ 272,000
Departmental Crafts	\$ 0	\$ 0	\$ 0
Youth Employment	\$ 0	\$ 0	\$ 0
ISD Labor	\$ 3,000	\$ 0	\$ 3,000
Construction Consultants	\$ 0	\$ 22,000	\$ 22,000
Misc. Expense	\$ 0	\$ 0	\$ 0
Telecomm Equip - Affixed to Building	\$ 2,000	\$ 0	\$ 2,000
Civic Arts	\$ 15,000	\$ 14,000	\$ 29,000
Subtotal	\$1,541,000	\$1,514,000	\$ 3,055,000
Building & Improvements - Development	\$ 19,000	\$ 16,000	\$ 35,000
Plans & Specifications	\$ 180,000	\$ 150,000	\$ 330,000
Consultant Services			
Site Planning	\$ 0	\$ 0	\$ 0
Hazardous Materials	\$ 0	\$ 5,000	\$ 5,000
Geotech / Soils Test	\$ 0	\$ 5,000	\$ 5,000
Material Testing	\$ 10,000	\$ 10,000	\$ 20,000
Cost Estimating	\$ 0	\$ 0	\$ 0
Topographic Surveys	\$ 0	\$ 5,000	\$ 5,000
Construction Management	\$ 0	\$ 0	\$ 0
Construction Administration	\$ 0	\$ 0	\$ 0
Environmental	\$ 0	\$ 0	\$ 0
Move Management	\$ 0	\$ 0	\$ 0
Equipment Planning	\$ 0	\$ 0	\$ 0
Legal	\$ 0	\$ 0	\$ 0
Contract/Change Order	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 0	\$ 0
Soil Report	\$ 0	\$ 5,000	\$ 5,000
Soil Testing	\$ 0	\$ 0	\$ 0
Subtotal	\$ 10,000	\$ 30,000	\$ 40,000

Budget Category	Project Budget CP 77516 Community Building	Project Budget CP 86421 General Improvements	Total Project Budget
Miscellaneous Expenditures	\$ 1,000	\$ 1,600	\$ 2,600
Jurisdictional Review/Plan Check/Permit	\$ 7,000	\$ 8,000	\$ 15,000
County Services			
Code Compliance Inspection	\$ 45,000	\$ 40,000	\$ 85,000
Quality Control Inspection	\$ 0	\$ 0	\$ 0
Design Review	\$ 0	\$ 0	\$ 0
Contract Administration	\$ 12,000	\$ 12,000	\$ 24,000
Project Management	\$ 146,000	\$ 82,000	\$ 228,000
Project Management Support Services	\$ 7,000	\$ 34,000	\$ 41,000
ISD Job Order Contract Management	\$ 0	\$ 0	\$ 0
DPW JOC Management	\$ 0	\$ 12,000	\$ 12,000
ISD ITS Communications	\$ 0	\$ 0	\$ 0
Project Security	\$ 0	\$ 0	\$ 0
Project Technical Support	\$ 7,000	\$ 10,000	\$ 17,000
Office of Affirmative Action	\$ 6,000	\$ 6,000	\$ 12,000
County Counsel	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 0	\$ 0
Sheriff Job Order Contract Management	\$ 0	\$ 0	\$ 0
Design Services	\$ 0	\$ 0	\$ 0
Subtotal	\$ 223,000	\$ 196,000	\$ 419,000*
Prior year expenditures thru 2007-08	\$ 19,000	\$ 138,400	\$ 157,400
Total	\$ 2,000,000	\$ 2,054,000	\$ 4,054,000